



## REAL ESTATE COMMISSION

State House Annex Room 434  
25 Capitol Street Concord, NH 03301  
(603) 271-2702 Fax # (603) 271-1039  
<http://www.nh.gov/nhrec>

Expiration Date	
License #	Date Processed
License Dates	Form#
Broker Ref. #	Work Location Ref. #
Check #	Amount



FORM 7-RE  
BROKER REN.  
REV. 1/04

## APPLICATION FOR RENEWAL OF SALESPERSON'S LICENSE

### RENEWAL FEE \$70.00

Renewal permitted up to 6 months after expiration with an additional \$50.00 late penalty fee. (Please note: During the 6 month late renewal period after expiration date, you are not permitted to practice real estate.)

**Make check payable to: TREASURER, STATE OF NEW HAMPSHIRE**

PRINT OR TYPE. All questions must be answered in full. Do not leave any section of application blank, except where instructed to do so.

Applicant's Full Legal Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Resident Physical Address: \_\_\_\_\_

Resident Mailing Address: \_\_\_\_\_

Resident Tel. #: \_\_\_\_\_ Resident Email: (optional) \_\_\_\_\_

Which of the following is applicable?

### License status:

☐ **Inactive** (Submit 3 hour approved "core" continuing education affidavit and answer questions 2-7)

☐ **Active** (Submit 3 hour approved "core" and 6 hours approved "elective" continuing education affidavits and answer questions 1-7)

**CONTINUING EDUCATION:** Lists of approved core and elective courses may be found on the Commission web site at [www.nh.gov/nhrec](http://www.nh.gov/nhrec) under licensing. Should you wish to have copies faxed or mailed to you, please contact the Commission office at 603-271-2701. All courses must be completed within your 2 year renewal period.

1. The principal broker with whom you are employed or under contract with as a real estate salesperson? \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Physical Address: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_

Business Tel. #: \_\_\_\_\_ Business Fax #: \_\_\_\_\_ Business E-mail: \_\_\_\_\_

**NOTE: IF ANY OF THE ABOVE INFORMATION HAS CHANGED SINCE YOUR LAST RENEWAL AND YOU HAVEN'T YET FILED A FORM 5-RE (AMENDMENT NOTIFICATION FORM) WITH THIS OFFICE, YOU WILL NEED TO DO SO BEFORE WE CAN PROCESS THIS RENEWAL REQUEST.**

**ALL OF THE FOLLOWING QUESTIONS MUST BE ANSWERED WITH A YES OR NO ANSWER.**

2. Have you, since your last original or renewal application, been through bankruptcy or insolvency or made a compromise with your creditors? \_\_\_\_ If "yes", please attach a letter of explanation including amount and name of court or lien holder.
3. Are there any undischarged court judgments or liens against you at this time? \_\_\_\_ If "yes", attach a letter of explanation, including the amount and name of court or lien holder.
4. Have you, since your last original or renewal application, been convicted of any offense that has not been annulled by the court other than traffic violation? \_\_\_\_ If "yes", contact the Commission office at 603-271-2703 for an Arrest and Conviction Form or obtain the form from the Commission web site at [www.nh.gov/nhrec](http://www.nh.gov/nhrec) under the licensing section.
5. Have you, since your last original or renewal application, been or currently involved in any matters which may affect your good repute or trustworthiness or have any relation to or bearing upon whether you are entitled to public confidence? \_\_\_\_ If "yes", attach a letter of explanation giving full details.
6. Have any licenses, which you have held to sell real estate been subject to disciplinary action in any state since your last original or renewal application? \_\_\_\_ If "yes", attach a letter of explanation disclosing which jurisdiction(s), details of offense(s) and details of disciplinary action(s).
7. Do you understand that your salesperson's license permits you to work only for the principal broker named on your license? \_\_\_\_

**IF YOU ANSWERED "YES" TO QUESTIONS 2, 3, 4, 5 OR 6, THE REQUIRED INFORMATION MUST BE ATTACHED OR YOUR RENEWAL WILL NOT BE PROCESSED.**

**RSA 331-A makes the following provisions:**

- (a) When you change your employment as a real estate salesperson from one licensed principal broker to another you must promptly notify the Real Estate Commission by completing a Form 5-RE, Amendment Notification/Request Form and submitting it together with your wall certificate, pocket id card and \$15.00 fee.
- (b) If your employment as a salesperson under a licensed principal broker is terminated, your license will lapse unless you obtain employment by a broker within two (2) years or request in writing to place your license in an inactive status.
- (c) Salesperson's license shall be mailed to the principal broker, or in the case of a branch office, the managing broker.
- (d) Your license will expire two years from date of expiration and failure to renew such license will automatically cause your license to expire. If your license expires, you may reinstate your license up to six (6) months from the expiration date by submitting the required documents and renewal fee plus a late renewal penalty. If you fail to renew within this six-month period, your license will lapse and you will have to meet all the qualifications of a new candidate.
- (e) Do you understand the above provisions of the law? \_\_\_\_\_

\* \* \* \* \* **All Applicants Must Provide A Notarized Signature Below** \* \* \* \* \*

\_\_\_\_\_  
SIGNATURE OF APPLICANT

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC/JUSTICE OF THE PEACE

(NOTARY SEAL)

My commission expires: \_\_\_\_\_

# SALESPERSON AFFILIATION FORM

Upon receipt of the license herein applied for, the following applicant: \_\_\_\_\_ will be employed by me or will otherwise be under contract with me to perform services as a real estate salesperson, and will work under my supervision. I will display his/her license prominently at my place of business, and when he/she leaves my employ I will notify the New Hampshire Real Estate Commission as required by RSA 331-A:17, IV, and Rea 404.02 within 10 days of termination and return his/her wall license and pocket id to the Commission.

To the best of my knowledge the applicant is of good moral character and is trustworthy.

Principal Broker's Name: \_\_\_\_\_

Business/Firm Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Principal Broker License #: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF PRINCIPAL BROKER

State of \_\_\_\_\_

County of: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ A.D. 20\_\_\_\_\_

(NOTARY SEAL)

\_\_\_\_\_  
NOTARY PUBLIC/JUSTICE OF THE PEACE

My commission expires: \_\_\_\_\_

**PLEASE RETURN THIS EDUCATION EVALUATION WITH YOUR RENEWAL APPLICATION**

**"CORE" COURSE** School/Instructor Name: \_\_\_\_\_

Date attended: \_\_\_\_\_ Location of Course: \_\_\_\_\_

(Circle One)

Was the material presented adequately?.....Yes No

Was the information received of value to you? .....Yes No

Were you provided with an opportunity to ask questions? .....Yes No

Were you provided with reference or written materials? .....Yes No

In your opinion was the course worthwhile? .....Yes No

Please provide any comments you may have on the course content and/or the school or instructor: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ELECTIVE COURSE** Title and Course Number: \_\_\_\_\_

Name of School/Instructor: \_\_\_\_\_

Date Attended: \_\_\_\_\_ Location of Course: \_\_\_\_\_

(Circle One)

Was the material presented adequately?.....Yes No

Was the information received of value to you? .....Yes No

Were you provided with an opportunity to ask questions? .....Yes No

Were you provided with reference or written materials? .....Yes No

In your opinion was the course worthwhile? .....Yes No

Please provide any comments you may have on the course content and/or school or instructor: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ELECTIVE COURSE** Title and Course Number: \_\_\_\_\_

Name of Instructor/School: \_\_\_\_\_

Date Attended: \_\_\_\_\_ Location of Course: \_\_\_\_\_

(Circle One)

Was the material presented adequately?.....Yes No

Was the information received of value to you? .....Yes No

Were you provided with an opportunity to ask questions? .....Yes No

Were you provided with reference or written materials? .....Yes No

In your opinion was the course worthwhile? .....Yes No

Please provide any comments you may have on the course content and/or school or instructor: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_